

MAS EDUCATION CENTER

No. 17 (A), Pan Hlaing Avenue, Pan Hlaing Street, Sanchaung Township,
Yangon, Myanmar.

Phone : (95) 977 9922 386, 977 9922 387

Email : info@mas-education.com

Website : www.mas-education.com

MAS CONFLICT OF INTEREST POLICY

Policy Number – MASP07

Effective Date – 01/01/2021

Last reviewed Date – 31/07/2024

Summary – The procedures and responsibilities for identifying, disclosing, and managing conflicts of interest among faculty, staff, and students.

1. Policy Statement

The purpose of this conflict of interest policy is to ensure that all members of the “MAS Education Center” community, including faculty, staff, and students, conduct their activities in a manner that upholds the highest standards of integrity and transparency. The policy is designed to identify, disclose, and manage actual, potential, or perceived conflicts of interest.

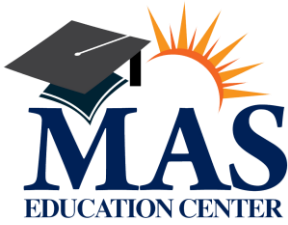
2. Scope

This policy applies to all employees, faculty, students, and associated persons of “MAS Education Center”

3. Definition of conflict of interest

A conflict of interest occurs when an individual's personal interests, relationships, or activities interfere with, or appear to interfere with, their professional obligations to the “MAS Education Center”. This can include, but is not limited to:

Financial Interests: Ownership or investment in businesses that may benefit from the “MAS Education Center’s” activities.



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Personal Relationships: Relationships that could influence decision-making processes or the fair treatment of others within the “MAS Education Center”.

Gifts and Hospitality: Acceptance of gifts, favours, or hospitality that could be perceived as influencing professional decisions.

4. Disclosure

All members of the “MAS Education Center” community are required to disclose any potential conflicts of interest as soon as they arise. Disclosure should be made in writing to the designated Ethics or Compliance Officer, who will review and manage the situation accordingly.

5. Management of Conflicts

Evaluation: The Ethics or Compliance Officer will evaluate disclosed conflicts to determine if they require action.

Mitigation: If a conflict is identified, appropriate measures will be taken to mitigate the risk. This may include recusal from decision-making, reassigning duties, or other actions as deemed necessary.

Documentation: All disclosures and actions taken to manage conflicts will be documented and kept on record.

6. Responsibilities

Staff: Must act in the best interest of the “MAS Education Center” and avoid situations where their personal interest’s conflict with those of the “MAS Education Center”.

Students: Must disclose any conflicts that may arise during their studies, especially those related to internships, placements, or external engagements.



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Management: The MAS Education Center's management team is responsible for enforcing this policy and ensuring that conflicts are managed appropriately.

7. Violations

Failure to disclose conflicts of interest or to adhere to this policy may result in disciplinary action, up to and including termination of employment or expulsion from “MAS Education Center”.

8. Policy Review and Updates

This policy will be reviewed annually and updated as necessary. Changes will be communicated to all members of the "MAS Education Center" community.

